



## PROGRAM SUPPORT OFFICER

**Northern Mallee Leaders Inc. is one of nine community leadership organisations across regional Victoria working to grow and retain community and business leaders.**

We are seeking an efficient and highly motivated individual with a keen eye for detail to support our Northern Mallee Leaders team. This rewarding part-time role provides the ultimate in flexible, work/life balance.

The successful candidate will possess a wide range of administrative skills, including proficiency with Microsoft Office suite of programs, excellent time and logistical management and a genuine passion for supporting emerging leaders.

Applicants must address the key selection criteria included in the Position Description and submit these, along with a cover letter and current resume to [nml@nml.org.au](mailto:nml@nml.org.au)

For more information, including a Position Description, please contact **Carrie Dichiera** on **0447 366 898** or [carrie@nml.org.au](mailto:carrie@nml.org.au)

**APPLICATIONS CLOSE COB FRIDAY MARCH 5, 2021**

[www.nml.org.au](http://www.nml.org.au)